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Programme budget for the biennium 2008-2009

Proposed programme budget for the biennium 2010-2011

Administrative and budgetary aspects of the financing of the United Nations peacekeeping operations

Report of the Secretary-General on proposals for financing the associated costs required for the year 2010 from within the approved budget for the capital master plan

I. Introduction

1. During the construction period of the capital master plan, temporary increases in staffing and operational costs will be required in certain parts of the Secretariat that will support the construction activities of the capital master plan. At this stage, such costs have been identified with regard to the Department for General Assembly and Conference Management, the Department of Public Information, the Department of Management, the Office of Information and Communications Technology, and the Department of Safety and Security.

2. The Secretary-General presented the associated costs related to the capital master plan for the period 2008-2013 in his report on associated costs related to the capital master plan.[1] However, that report was not considered by the General Assembly. In his subsequent report on the associated costs related to the capital master plan,[2] the Secretary-General submitted revised projected associated costs related to the capital master plan for the period 2008-2013. By its resolution 63/270, the General Assembly decided that the resources approved for associated costs for the capital master plan will be financed from within the approved budget of the capital master plan unless otherwise specified by the General Assembly, and decided not to approve the overall level of associated costs at this time, bearing in mind opportunities for further cost reductions posed by the present economic circumstances as well as savings realized by the Secretary-General.

[1] A/62/799.
[2] A/63/582.

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3. In the same resolution, the General Assembly recalled paragraph 50 of the report of the Advisory Committee on Administrative and Budgetary Questions,[3] and requested the Secretary-General to make every effort to absorb the associated costs for the biennium 2008-2009 from within the overall budget approved for the capital master plan in a total amount of $30,272,400 (net), broken down as follows:

(a) $995,300 for the Department for General Assembly and Conference Management;

(b) $3,823,100 for the Department of Public Information;

(c) $11,720,100 for the Office of Central Support Services;

(d) $4,521,600 for construction, alteration, improvement and major maintenance activities at Headquarters;

(e) $7,576,300 for the Department of Safety and Security;

(f) $1,636,000 for the Office of Information and Communications Technology.

4. Table 1 below reflects the status of expenditures pertaining to associated costs for the biennium 2008-2009 as at 31 July 2009. Further explanation on the status of implementation, projected expenditure and the proposed use of funds yet unspent is provided in paragraphs 5 to 19 below.

Table 1

Status of expenditures pertaining to associated costs as at 31 July 2009

(Thousands of United States dollars)

	Approved 2008-2009	*Expenditure as at 31 July 2009*	*Estimated requirements 1 August to 31 December 2009*	*Available balances*
	(a)	*(b)*	*(c)*	*(d)=(a)-(b)-(c)*
Department for General Assembly and Conference Management	995.3	521.2	474.1	—
Department of Public Information	3 823.1	317.4	3 505.7	—
Office of Central Support Services	11 720.1	3 468.4	5 155.6	3 096.1
Construction, alteration, improvement and major maintenance activities at Headquarters	4 521.6	2 418.8	2 368.8	(266.0)
Department of Safety and Security	7 576.3	4 475.0	3 101.3	—
Office of Information and Communications Technology	1 636.0	138.0	966.0	532.0
Total	**30 272.4**	**11 338.8**	**15 571.5**	**3 362.1**

[3] A/63/736.

II. Status of implementation

A. Department for General Assembly and Conference Management

5. The funds allocated to the Department for General Assembly and Conference Management amounting to $995,300 were for general temporary assistance exclusively. These are being used to employ information technology specialists to address connectivity and performance issues of its mission-critical systems during the period when the staff of the Department will be located in as many as eight different locations. A total expenditure of $521,200 has been recorded, and the Department expects to fully utilize the funds by the end of 2009, bearing in mind the phased relocation of Department staff.

B. Department of Public Information

6. Funds earmarked for the biennium 2008-2009 in the amount of $3,823,100 will be committed by the end of 2009. The amount of $317,400 was budgeted for the reconfiguration of a radio studio for the new International Broadcast Centre and for the audio-visual archivists to work on the inventory, appraisal, selection, classification, retention, disposal and indexing of audio-visual records and was fully committed.

7. An amount of $3,505,700 has been earmarked for work to create the selection criteria and a proof-of-concept library for the Digital Media Asset Management System. Implementation to date, however, has been slower than originally planned for the following technical reason. In order to optimize the functional development of the Digital Media Asset Management System, it was decided that the procurement of this system would be separated from that of the Permanent Broadcast Facility, so that both systems would receive substantial attention to their unique specification requirements. This decision necessitates additional work and has resulted in the slower than projected commitment of resources. Nevertheless, the procurement process is well under way and is being expedited. Specialists with expertise in broadcast, engineering, information technology and archives management have been engaged and are working on a rigorous six-week project to provide inputs for the "Request for proposal" documents, which are expected in October 2009. It is expected that the amount of $3,504,000 will be committed by the end of 2009. It should be noted that, even in the scenario where funds are committed in the early part of 2010, resources requested for 2010 for the integrated system for broadcast facility will still be required as the design of Digital Media Asset Management System and the integrated system for broadcast facility are now considered as a single construction project.

C. Office of Central Support Services

8. Resources in the amount of $11,720,100 were allocated to manage logistical activities of the moves to swing space with regard to asset tracking, asset disposal, archive and record keeping; support the continuation of audio and video conference services and migration of operations and conference support systems; ensure the

maintenance of swing space locations; and procure furnishing for the refurbished Secretariat.

9. As at 31 July 2009, a total expenditure of $3,468,400 has been recorded, including $769,780, under general temporary assistance for seven general temporary assistance positions approved under capital master plan associated costs (please refer to para. 25 on the reduction in resources for general temporary assistance for the biennium 2008-2009);[3] $430,900 under contractual services for the design development of the central broadcasting facility; $1,160,840 under general operating expenses for rental of office space to accommodate the new capital master plan associated costs positions at Headquarters, asset tracking services, and miscellaneous moves; and $1,106,880 under furniture and equipment for the acquisition of audio communication systems, the procurement of archive compact shelving, and the acquisition of furniture for the additional positions approved under capital master plan associated costs and of a handicapped accessible vehicle to facilitate access to all swing space locations.

10. Projected expenditures for the period August to December 2009 total $5,155,600. The underlying resource requirement includes:

(a) $680,220 under general temporary assistance to cover capital master plan support functions such as conference and building systems expertise, space and asset management, procurement of furniture, record management and shuttle operation;

(b) $237,500 under contractual services would cover project engineering to manage the integration of new audio-video broadcast systems with existing systems and to oversee the commissioning and pilot testing of conference equipment in the North Lawn Conference Building;

(c) $1,660,060 under general operating expenses would cover the cost of moving services for archival material, the disposal of assets and artwork, relocation services for inventory tracking and reconciliation, maintenance of swing spaces, messenger services and other miscellaneous services;

(d) $2,562,820 under furniture and equipment would cover the partial cost of furniture for permanent locations within the Secretariat basements, development cost of central broadcast and audio-visual facility equipment and the acquisition of IP video and audio systems;

(e) $15,000 for other miscellaneous costs, such as for new building system equipment-related training and testing costs.

11. The projected expenditure for 2008-2009 would amount to $8,624,000 resulting in under-expenditure of $3,096,100. The lower than expected rate of implementation is explained by:

(a) Savings of $1,832,100 under rental of premises, as a result of delays in the signing of the lease for archive storage expansion and negotiation of rent abatements; specialized services relating to services for the moves of archival material and disposal actions; and procurement of archive compact shelving at prices lower than originally estimated;

(b) The rephasal to future periods of $1,264,000, principally relating to furniture and lockers for the permanent relocation of various groups in the

basement. The capital master plan schedule will now require the furniture to be procured in 2011 for installation in 2012.

12. Of the total anticipated saving of $1,832,000, it is proposed to use savings of $1,566,000 to cover the move of artwork located throughout the United Nations complex in 2011 and 2013. It had been assumed that the majority of the art pieces would be retrieved by Member States for the duration of the capital master plan. However, the response by donors to date has been slow. Consequently, the artwork will remain on campus and be relocated in phases, requiring special handling and insurance coverage. The first move will take place in 2009 and its resource requirement is already included in the projected expenditures. The subsequent remaining moves will take place in 2011 and 2013. Further, the remaining amount of $266,000 is proposed to be redeployed to meet costs of additional construction, alteration requirements arising from the build-out of the archive expansion project (see para. 14 below).

13. The shuttle service between swing space locations and the United Nations complex is due to be operational by October 2009. Costs related to the operation of the service are expected to be met from the resources already approved under the section for capital master plan associated costs.

D. Construction, alteration, improvement and major maintenance

14. The provision approved in the amount of $2,443,500 for the build-out of additional archive storage and for accommodating the positions funded under the capital master plan associated costs is expected to be over-expended by an amount of $266,000. The archive expansion project has now been fully designed and the resulting cost is higher than initially budgeted. Consequently, a redeployment of funds totalling $266,000 from the Office of Central Support Services (see para. 12 above) would be required to cover the shortfall in this area.

15. The provision of $2,078,100 was budgeted for security and safety-related equipment. The scope of work is finalized, contracts under the systems contract are under negotiation and procurement actions are well under way. It is foreseen that the amount $2,078,100 will be fully committed by the end of 2009. It should also be noted that this expenditure pattern is in line with the planned data centre activity/workplan.

E. Department of Safety and Security

16. The projected expenditure for the biennium 2008-2009 would amount to $7,576,300. As at 31 July 2009, a total expenditure of $4,475,000 has been recorded under general temporary assistance for 63 general temporary assistance positions ($3,078,300); under contractual services for specialized training of security officers, canine training, re-certification of canine teams, psychological testing and evaluation for new recruits ($180,500); under general operating expenses for communications, costs of webmail and network accounts, cost of pistol permits for security officers ($50,200); and under supplies and materials for the acquisition of security and safety equipment such as pistols for security officers, X-ray machines, hand-held metal detectors, access control hardware, locksmith hardware, other

equipment such as firearms safes, Motorola radios, Firearms Training Simulator (FATS) system, air purifiers, vehicles and carts ($1,166,000).

17. Projected expenditures for the period August to December 2009 total $3,101,300. The underlying resource requirement comprises:

(a) $2,582,000 to support the continuation of the 63 existing capital master plan funded positions (56 Security Officer positions, 5 Professional positions and 2 General Service (Other level) positions) plus an additional 2 General Service positions expected to be filled by the end of the year;

(b) $107,800 relating to contractual services engaged for the staff notification system and other specialized services such as drug and psychological tests conducted during the recruitment campaign;

(c) $96,600 to meet the operating costs of webmail and network accounts and other office communication systems;

(d) an estimated amount of $314,900 for other supplies and materials to maintain ongoing security needs, including trailer and under vehicle inspection kits, ammunitions, uniforms for security officers, supplies for the well-being of canine assets (such as veterinary services and canine food supplies).

F. Office of Information and Communications Technology

18. Funds totalling $1,636,000 were allocated to the Office of Information and Communications Technology to provide for (a) contractual services to cover a six-member team of migration team coordinators to facilitate and coordinate the work of each of the application migration teams ($1,519,700); (b) general temporary assistance ($92,300) for the removal, inventory and overall logistics of information technology equipment that must be maintained during the capital master plan; and (c) an estimated 20 days of highly specialized consultancy services ($24,000) in connection with applications migration planning and strategy.

19. At present, it is expected that the majority of the capital master plan moves to swing space will be completed by the end of 2009 and hence the majority of funds allocated for general temporary assistance will be fully expended, as will the funds for the specialized consultancy services.

20. However, the recruitment of migration team coordinators has been delayed as a result of unforeseen complications with the renewal of the current major information technology service provider contracts (arising from the technical evaluations). As a result of the delay, it is envisaged that there would be an unencumbered balance of approximately $532,000 at the end of 2009. The delayed data migration from the Secretariat building to the Primary Data Centre will now take place from November 2009 to March 2010, and the resources would be required in early 2010.

III. Proposed estimates for associated costs for 2010

21. In resolution 63/270, the Secretary-General was requested to submit to the General Assembly, for its decision at the main part of the sixty-fourth session, in the

context of his seventh annual progress report on the implementation of the capital master plan, proposals for financing the associated costs required for the year 2010 from within the approved budget of the capital master plan. In this respect, table 2 and table 3 below summarize the associated costs requirements for the year 2010 by section and by object of expenditure.

22. The resource requirements for 2010 remain broadly in line with the level requested in the previous report on associated costs related to the capital master plan,[2] except for an adjustment to general temporary assistance resources on the basis of standard costs to accommodate already approved staffing levels. Accordingly, the estimated requirements for the year 2010 amount to $50,114,100. Details of the anticipated resource requirements for 2010 are provided in paragraphs 23 to 29 below.

Table 2

Summary of resource requirements by budget section

(Thousands of United States dollars)

	Approved 2008-2009[a]	*Estimated cost 2010*[b]	*Estimated cost 2011-2013*[b]
Department for General Assembly and Conference Management	995.3	645.6	1 319.2
Department of Public Information	3 823.1	30 035.8	—
Office of Central Support Services	11 720.1	6 141.3	66 727.1
Construction, alteration, improvement and major maintenance at Headquarters	4 521.6	2 289.1	1 500.0
Department of Safety and Security	7 576.3	10 358.3	21 033.4
Office of Information and Communications Technology	1 636.0	644.0	1 295.2
Total	**30 272.4**	**50 114.1**	**91 874.9**

[a] Approved by General Assembly resolution 63/270.

[b] Position cost revised based on revised standard salary scales for 2010-2011.

Table 3

Summary of resource requirements by object of expenditure

(Thousands of United States dollars)

	Approved 2008-2009[a]	*Estimated cost 2010*[b]	*Estimated cost 2011-2013*[b]
Other staff cost	7 711.0	12 257.1	24 935.2
Consultants and experts	3 528.0	0.0	0.0
Travel of staff	0.0	0.0	0.0
Contractual services	2 868.6	1 086.2	2 098.0

	Approved 2008-2009[a]	*Estimated cost 2010*[b]	*Estimated cost 2011-2013*[b]
General operating expenses	4 971.6	1 728.5	3 550.2
Supplies and materials	429.7	118.8	237.6
Furniture and equipment	6 241.8	32 634.4	59 553.9
Improvement of premises	4 521.6	2 289.1	1 500.0
Total	**30 272.4**	**50 114.1**	**91 874.9**

[a] Approved by General Assembly resolution 63/270.

[b] Position cost revised based on revised standard salary scales for 2010-2011.

A. Department for General Assembly and Conference Management

23. The resource requirement of $645,600 for 2010 would provide for the continuation of six general temporary assistance positions, including two information systems officers and four records management assistants, during the capital master plan implementation to ensure that, when it is located over several sites, information technology services will be maintained at current levels to ensure that the mission critical systems of the Department for General Assembly and Conference Management, particularly meetings management, document management and digital recording systems, will be fully operational.

B. Department of Public Information

24. The resource requirement of $30,035,800 for 2010 relates to the integrated system under the furniture and equipment heading. This would provide for the replacement of the current obsolete broadcast equipment with equipment that represents the latest technology and standards in the industry. The newly designed broadcast facility will be integrated with the services provided by the installation of robotic cameras and digitized audio and will enable the seamless movement of video images between Headquarters and field offices. It will also simplify departmental operations and enhance productivity. The above cost includes the procurement of all equipment related to the media operations centre, master control room, television production control for high definition, editing suites for high definition non-linear formats, audio control room, radio control rooms and radio studios, including the infrastructure for the central equipment facility.

C. Office of Central Support Services

25. Resources required in 2010 are estimated at $6,141,300, comprising the following:

(a) $1,600,900 to provide for 11 general temporary assistance positions to cover such responsibilities as provision of technical expertise, the integration of new building management systems, space and asset management, the procurement of furnishings for an estimated 4,500 staff and records management. It should be

recalled that a total of 11 general temporary assistance positions were requested for the tasks specified above in the report of the Secretary-General on associated costs related to the capital master plan.[2] In paragraphs 50 and 57 of the related report of the Advisory Committee on Administrative and Budgetary Questions,[3] the Committee noted that by the time the General Assembly considers the request of the Secretary-General, in March 2009 at the earliest, only nine months of the biennium will remain and, in view of the timing of the General Assembly's consideration of the proposal of the Secretary-General, recommended a reduction of 40 per cent in the resources requested for general temporary assistance in the Office of Central Support Services, the Office of the Information and Communications Technology and the Department of Safety and Security. Accordingly only seven positions were in place for 2009. However, for the year 2010, a full staffing complement of 11 general temporary assistance positions is considered necessary and has been proposed in this report;

(b) $414,300 for contractual services for conference project engineers to oversee the installation and commissioning of video systems, media servers, and conference audio-visual and broadcasting systems during the refurbishment of the Conference Building by the capital master plan;

(c) $1,527,500 under general operating expenses to provide for rent of office space ($672,100) to accommodate the positions under the capital master plan associated cost requiring a workstation; centralized data-processing and communications services for the 11 general temporary assistance funded positions referenced above ($45,400); and miscellaneous services ($810,000) to cover asset disposal costs and relocation services for inventory tracking and reconciliation, space and move management software support for the monitoring and updating of floor plans and office space planning data, vehicle maintenance, messenger services to swing space locations, and other maintenance related services;

(d) $2,175,000 to cover the cost of furniture installation for the Conference Building and training classrooms;

(e) $423,600 for advance development of the central broadcast and audio-visual facility equipment.

D. Construction, alteration, improvement and major maintenance

26. Resource requirements of $2,289,100 are being sought for 2010 for costs related to the acquisition of security-related equipment to support the Department of Safety and Security requirements. This includes the acquisition of network switches to create the security command centre and software for the CCTV and access control system ($1,672,000); and uninterruptible power supply units ($138,000). The above equipment would provide support to the Department of Safety and Security security officers in the management and monitoring of security in the capital master plan-related swing spaces. Ongoing maintenance and data storage costs related to that equipment in the amount of $479,100 will also be required for 2010.

E. Department of Safety and Security

27. Resources amounting to $10,358,300 are required for the year 2010. Of that amount, $9,849,800 relates to the support of the temporary security contingent to provide security coverage in accordance with minimum operating security standards related to swing space locations and construction activity at the North Lawn and the Secretariat building, including 8 Professional positions (1 P-5, 2 P-4 and 5 P-3), 6 General Service (Other level) positions and 93 Security Officer positions. Specific tasks required of these positions include: (a) access control and screening of persons, packages and vehicles entering and leaving the swing space and construction premises; (b) emergency response and crisis management capabilities in swing space and construction areas; (c) pass and identification services for all construction activities; (d) explosive device detection; (e) fire safety and hazardous material monitoring; (f) interaction with the host country authorities to ensure compliance with safety codes and follow-up on any corrective measures; (g) training for and conducting fire drills; and (h) testing of all life safety systems in all swing space locations. It should be recalled that a total of 108 general temporary assistance positions were requested for the tasks specified above in the report of the Secretary-General on associated costs related to the capital master plan.[2] For the reasons already indicated in paragraph 25 above, only 65 positions, 40 per cent less than the number requested, were in place for 2009. However, for the year 2010, a full staffing complement of 108 general temporary assistance positions is considered necessary and has been proposed in this report.

28. All construction-related deliveries of material and equipment must undergo a thorough screening process in accordance with the Headquarters' minimum operating security standards. Therefore, the continuation of canine support (such as veterinary, dog training and kennel services) is also required. Related costs for security officer positions under associated costs will also continue in 2010. These include specialized training of Security Officers ($120,000), recertification of canine teams ($27,000), other specialized services such as substance abuse testing, laundry service and annual maintenance of staff notification system previously approved under associated costs ($41,700), communications ($19,700), information technology services ($95,800), other miscellaneous services such as canine veterinarian services, canine kennelling services, and renewal of pistol permits, maintenance of vehicles approved under associated costs ($85,500) and supplies such as uniforms, canine supplies for dog training, food supplies for canines and ammunitions ($118,800).

F. Office of Information and Communications Technology

29. Resources estimated at $644,000 are required for 2010 for the continuation of two information technology assistant positions ($160,800) and contractual services in support of the technology infrastructure and help desk requirements in the additional swing space locations and North Lawn Conference Building ($483,200).

III. Conclusions and recommendations

30. **The Secretary-General recommends that the General Assembly:**

(a) **Approve the continued funding of associated costs for the year 2010 from within the approved budget of the capital master plan;**

(b) **Approve the total associated costs for the year 2010 in the amount of $50,114,100, broken down as follows: an amount of $645,600 for the Department for General Assembly and Conference Management; $30,035,800 for the Department of Public Information; $6,141,300 for the Office of Central Support Services; $2,289,100 for construction, alteration, improvement and major maintenance activities at Headquarters; $10,358,300 for the Department of Safety and Security; and $644,000 for the Office of Information and Communications Technology.**